

COMMONWEALTH OF VIRGINIA
PROJECT BUSINESS CASE

Project Identification

Project Name: _____ Date: _____
Agency: _____ Agency Contact: _____
Project Manager: _____

Revision History

Revision #	Revision Date	Revision Description

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Benefit and Cost Information

Anticipated Benefits:

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Budget / Resources:

Estimated Costs:			
Type of Outlay	Initial (Development)	Annual (Recurring)	Remarks
Hardware			
Software			
Supplies			
User Training			
Consultant Services			
Other:			
TOTAL			
Estimated Resources / Personnel:			
Program Areas	hours	hours	
	hours	hours	
	hours	hours	
Information Services	hours	hours	
Consultant Services	hours	hours	
	hours	hours	

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Special Fund Sources:

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Risks:

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Justification:

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Additional Comments or Considerations:

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